

GRANADA SANITARY DISTRICT

OF SAN MATEO COUNTY

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MINUTES

BOARD OF DIRECTORS REGULAR MEETING

October 20, 2005

CALL MEETING TO ORDER: The Regular Meeting of the Board of Directors of the Granada Sanitary District was called to order by President Clark at 7:50 p.m.

ROLL CALL: Attending Directors: President Matthew Clark, Vice President Leonard Woren, and Treasurer Ric Lohman. Secretary Fran Pollard and Board Member Gael Erickson were absent. President Clark appointed Ric Lohman as Secretary Pro-Tem for this meeting.

Attending Staff: General Manager Chuck Duffy, Administrator Delia Comito, and District Legal Counsel Jonathan Wittwer.

PLEDGE OF ALLEGIANCE: President Clark led those present in reciting the Pledge of Allegiance.

GENERAL PUBLIC PARTICIPATION

ACTION AGENDA

1. Consideration of a Resolution Approving Preliminary Amended Reassessment, Order Public Hearing, and Directing Actions.

Director Woren pointed out that the word "Council" in the resolution should be changed to "Board".

ACTION: Director Woren moved to approve the resolution as corrected. (Woren/Lohman). Approved 3-0.

2. Consideration of Changes to the Granada Sanitary District Ordinance Code and Secondary Codes.

The General Manager presented staff's suggested revisions to Articles 5 and 6 of the District Code. The board suggested several changes to individual sections, and also asked that several items be clarified by Legal Counsel. The changes discussed will be incorporated in the final Code for future Board consideration.

3. Consideration of a Proposal for Preparation of an Inflow and Infiltration Study with Temporary Flow Metering.

The General Manager recommended that the Board enter into a flow metering agreement with V&A Consulting Engineers. He stated that this study will be an important tool in identifying sources of I&I in the District.

ACTION: Director Lohman moved to direct the General Manager to enter into an agreement for metering and reporting service with V&A Consulting Engineers in accordance with the attached proposal. (Lohman/Woren).
Approved 3-0.

4. Consideration of Application to Local Agency Formation Commission (LAFCo) for Possible Reorganization into a Community Services District, and Possible Action on Related Matters.

The General Manager asked for a sense of the Board on how to proceed with the LAFCo application for reorganization, in light of the fact that the City of Half Moon Bay's CSD Ad-Hoc Committee has been unresponsive to calls from the GSD CSD Ad-Hoc Committee to schedule a meeting. The Board directed him to proceed with preparation of the LAFCo application, including addressing the concerns raised by Half Moon Bay. Both the General Manager and the Ad-Hoc Committee will continue to attempt to arrange a meeting with their counterparts at Half Moon Bay.

5. Consideration of Lease for Relocation of District Office.

ACTION: Director Woren moved to direct the General Manager to enter into a lease agreement for 504 Avenue Alhambra, third floor Suites 301-305, in accordance with the terms outlined in the agenda memo. (Woren/Lohman).
Approved 3-0.

6. Consideration of a Proclamation Proclaiming October 27, 2005 as "Employee Safety Recognition Day" at Sewer Authority Mid-Coastside.

President Clark and Director Woren read the SAM Safety Recognition Day proclamation.

ACTION: Director Lohman moved to approve the proclamation.
(Lohman/Woren). Approved 3-0.

CONSENT AGENDA

Director Woren requested that Item 7 be held for discussion.

**8. Approval of September 2005 warrants totaling \$130,947.14.
(Check #2122 – 2149)**

9. Approval of August 2005 Financial Statements.

10. Approval of September 2005 Financial Statements.

11. Approval of Assessment District Administrative Costs Fund distribution #26 totaling \$7,978.77.

ACTION: Director Lohman moved to approve Consent Agenda items 8 through 11. (Lohman/Woren). Approved 3-0.

7. Approval of Regular Meeting minutes for September 15, 2005.

Director Woren was provided clarification on an item in the minutes.

ACTION: Director Woren moved to approve Consent Agenda item 7.
(Woren/Lohman). Approved 3-0.

DIRECTORS' COMMENTS AND COMMITTEE REPORTS

12. Sewer Authority Mid-Coastside.

Director Woren reported on SAM's investigations into the possible production of recycled water.

13. Report on other seminars, conferences, or committee meetings.

None.

INFORMATION CALENDAR

14. Treasurer's Report.

None.

15. General Manager's Report.

Mr. Duffy reported that he had reviewed the results of the smoke testing study done in 1999, and that no "smoking gun" was found to indicate a major source of I&I intrusion. Director Woren requested that the General Manager review the study for any roof drain connections.

16. Administrator's Report.

None.

17. Attorney's Report.

None.

FUTURE AGENDA ITEMS

ADJOURN REGULAR MEETING

The Regular Meeting was adjourned at 10:52 p.m.

SUBMITTED BY:

APPROVED BY:

Chuck Duffy, General Manager

Fran Pollard, Secretary

Date Approved: November 17, 2005